

APPLICATION TO RENT GILA COUNTY FAIRGROUNDS' FACILITIES

Name of Individual or Organization:				Gila County Sheriff's Posse			
Address of Individual or Organization:				P.O. Box 206 Globe AZ 85502			
Function to be Held:				Feb 14, 2015			
Contact Person for Event:				Guy Peterson			
Telephone No.:				928-512-3742			
Date(s) Requested:				thru	Feb 15, 2015 (clean up)		
Time of Event:				to	11 P.m.		
Estimate How Many People Will Attend Event:				250			
Liquor License No. and Sold by (Name):						Gila County Rodeo Committee	
Will this event be public or private?				Public	<input checked="" type="checkbox"/>		
				Private	<input type="checkbox"/>		
If public, would you like this event listed on the Gila County Fairgrounds webpage?						Yes	<input checked="" type="checkbox"/>
						No	<input type="checkbox"/>
Information to be posted on webpage:				Is there an entrance fee?	Yes	<input checked="" type="checkbox"/>	No
Adults:		\$ 25.00	Children:		\$	Seniors:	
					\$		

Which facility will be rented? Please check appropriate box, fill in # of days or hours and enter Total Fee(s).

BUILDINGS

☒ **Exhibit Hall:** The building is 60' x 120' (7200 sq ft) including kitchen and restrooms. Capacity is 480 people.

Total Fee:

First Day of Event - \$350.00		\$350.00
Each Additional Day of Event - \$250.00	Days	
(\$50.00 of cleaning deposit is non-refundable) Cleaning Deposit \$150.00		\$150.00
Key Deposit - \$25.00		\$ 25.00

☐ **Commercial Building:** Capacity is 320 people.

First Day of Event - \$200.00		
Each additional Day - \$100.00	Days	

OUTDOOR FACILITIES

E.M.T. required for Go-Kart and all High Risk events. Horse Racing Events required to have ambulance and E.M.T.

☐ **ATV Grounds**

\$75.00 per day; \$300.00 per week (5 days)	Days	
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☐ **Rodeo Arena**

First Day of Event - \$1,200.00 + set up charges		
\$ 150.00 for each additional day	Days	
\$25.00 per hour for lights	Hours	

☐ **Grandstand Area**

First Day of Event - \$500.00		
\$150.00 each additional day	Days	

☐ **Livestock Shed A (60 x 120)**

\$150.00 per day	Days	
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☐ **Livestock Shed B (80 x 120)**

\$150.00 per day	Days	
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☐ **Livestock Shed C (30 x 120)**

\$150.00 per day	Days	
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☐ **Horse Stall(s)**

\$10.00 Each per day	EA	Days	
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☐ **Car Track/Motor Cross**

\$150.00 per day	Days	
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☐ **Other Areas at Fairgrounds**

\$150.00 per day	Days	
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TOTAL FEE(S) DUE:

0


POLICIES/PROCEDURES: Please read carefully.

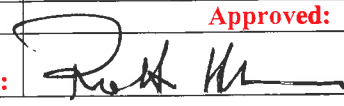
1. Gila County requires the event sponsor/individual to provide security/traffic control personnel for events where:
 - a. Alcohol/liquor is served or sold;
 - b. Events are offered for public attendance;
 - c. More than 480 persons are expected to attend a private event;
 - d. It is further understood that the number of security/traffic control personnel needed for the event will be determined by Detective Johnny Holmes. **At a minimum no less than two (2) law enforcement officers are required for every 480 persons in attendance. At least one (1) officer must be an Arizona Post Certified Officer and the other may be a Gila County Sheriff Posse Reserve.**
 - e. The event sponsor/individual will be required to sign the Gila County Agreement for Sheriff's Office Employee Services in the event law enforcement officers are required.
2. If alcohol/liquor is sold or served, it is the Gila County Board of Supervisors' policy **not to allow alcohol/liquor outside the building**. Law Enforcement Officers have been instructed to enforce this policy.
3. All functions are to end by 12 midnight. This includes removing all personal property. Gila County will not be responsible or liable for any personal property left after the function ends.
4. The refundable portion of the cleaning deposit will be forfeit if the building is not cleaned or if there are any damages to the building or related equipment.
5. Prior to picking up the key from the Public Works Facilities Department, all fees must be paid, arrangements for security secured, and certificate of insurance verified. Public Works Facilities Department's hours are 7 a.m. to 4 p.m., phone number 928-402-4368.
6. **Insurance is required for all individual events.** Some County sponsored events or functions may be required to provide additional insurance. A copy of the insurance certificate is required 10 days prior to the date of the event.
7. No tape of any kind, nails, thumb tacks, or pins will be allowed on the walls for decorating.
8. All requests to waive rent fees for the use of the Fairgrounds' facilities must be submitted 30 days in advance in written form and approved by the Gila County Board of Supervisors. The event contact will be notified via phone, cell phone, or e-mail of waiver status.
9. **The event contact person should communicate with Kelly Jones (928) 402-4368 at least ten (10) working days before the event to review facility setup.**
10. The event application may be downloaded from the internet (www.gilacountyaz.gov) and completed on line, print, and mail original to:

**Kelly Jones, Administrative Clerk Specialist
745 North Rose Mofford Way, Globe, AZ 85501**

11. Events may be scheduled up to two (2) years in advance. The Fairgrounds' Master Calendar is maintained and coordinated by **Kelly Jones**. Call (928) 402-4368 to request the availability of specific dates and times.
12. Gila County reserves the right to unilaterally cancel a reservation for the Fairgrounds' facility due to unforeseen circumstances, such as damages from natural or man-made causes. A full refund will be issued to the reserving party if another suitable Fairgrounds' facility cannot be substituted.
13. The Facilities Manager will have the right to review simultaneously scheduled events for appropriateness, compatibility and safety. Alternate event dates will be offered to all requesters if criteria cannot be satisfied.
14. Rental rates for Fairgrounds' facilities shall be based on the Fairgrounds' Rate Schedule in effect on the date the approval is given by the Gila County Board of Supervisors.

I have read and understand this application:

Applicant Signature: 	Date: 1-28-15
(Do not write below this line)	

County Review:							
Conflict with dates:	NO	Rental Fees:	WAIVED	Security:	YES	Insurance:	
Approved:				Disapproved:			
Signature:						01/28/2015	
County Personnel Signature						Date	
Signature:							
Chairman Gila County Board of Supervisors						Date	